

Go Team WebEOC Information Requirements/Procedure

- I. Facility contacts local Health Officer (HO) & Emergency Manager (EM)
- II. HO & EM enter request into WebEOC per State resource management procedure
- III. “MCSALLTT” description to include, but not limited to:
 - a. Name & location of facility
 - i. Facility point of contact (POC)
 1. Email & phone(s)
 - b. Facility description
 - i. Type (skilled nursing, assisted living, etc.)
 - ii. Highest level of on-sight care provided
 1. Ventilator capabilities?
 - iii. Total capacity (total staffed beds)
 - iv. Current level of capacity (# of actual residents)
 1. If multiple levels of care provided, delineate residents into the levels
 - v. Isolation capabilities
 - c. Resident description
 - i. # of symptomatic residents
 - ii. Condition of symptomatic residents
 - iii. # of possible exposures
 - iv. # of residents exposed
 - d. Staffing description
 - i. # of total staff
 - ii. Critical staffing level indicator(s)?
 - iii. # of symptomatic staff
 - iv. # of staff isolating/in quarantine
 - v. Staffing surge plan in place?
 - e. Potential needs identified by facility/HO/EM
- IV. SEOC Resources Section tasks request to MDH/MIEMSS SCF representatives for review
- V. MDH/MIEMSS SCF representative(s) review
 - a. Consider additional information needs and contact local HO/EM as necessary
- VI. Refer requests to Decision Triad (MDH OP&R/MIEMSS/EPI)
- VII. MDH/MIEMSS SCF representative(s) enter response assignment into WebEOC request/task tracker upon decision and dispatch
 - a. Contact local HO/EM via email with WebEOC Requests & Tasks reference number
 - i. Update on team type assignment(s) and ETA in WebEOC (notes section of request)
 - b. Update status in Requests & Tasks as necessary
 - c. Document changes in team assignments as necessary